



**ST. THOMAS MORE
CATHOLIC SCHOOL**

7071 E Otero Ave | Centennial, CO 80112

Office Use: K-8 Siblings

_____ Grade _____

_____ Grade _____

_____ Grade _____

_____ Grade _____

Preschool Tuition Contract 2023–2024

Please Print in Black Ink Only.

Student's Last Name	First Name	2023–2024 Grade
1.		
2.		
3.		
4.		

Parent/ Guardian Last Name	First Name
1.	
2.	

This Tuition Contract (“Contract”) supersedes and replaces all previous contracts, agreements, or representations. Upon enrolling the above-named student(s) in St. Thomas More Catholic School for the 2023-2024 school year, we agree to the following terms, conditions, and policies, whether pertaining to financial obligations or otherwise, of St. Thomas More Catholic School, a ministry of St. Thomas More Catholic Parish in Centennial, Colorado. The parent(s) and/or guardian(s) financially responsible for the student's care and tuition payment must sign this Contract and return it to the school. For returning families, this form and all enrollment fees must be received by **February 24, 2023** (together with a K-8 Contract if applicable) to reserve space for your students. Returning families will be billed through FACTS (use the form). For new families this contract must be signed and returned with a check for the enrollment fees before your student will be enrolled or placed on the wait list.

ALL FAMILIES MUST ENROLL IN “FACTS” FOR TUITION & FEE MANAGEMENT.

Preschool Tuition Rates (write the number of students next to the program length in which they will be enrolled, in the corresponding payment schedule column. All students in the same family must be in the same payment schedule.

One Payment (June 1st)

____ Three Half-Days = \$4,435

____ Three Full-Days = \$5,840

____ Five Full-Days = \$8,100

Two Payments (June 1st & December 1st)

____ Three Half-Days = \$4,535

____ Three Full-Days = \$5,940

____ Five Full-Days = \$8,200

Ten Payments (June 1st through March 1st)

____ Three Half-Days = \$4,585

____ Three Full-Days = \$5,990

____ Five Full-Days = \$8,250

Enrollment Fees & Service Hours- Enrollment fees for preschool include a registration fee of \$100 per student and a Home & School fee of \$50 per family. In addition to tuition and fees, families are required to log at least 20 service hours during the 23-24 school year.

Payment Schedule Service Fees- For families who wish to pay 50% of the cumulative tuition on June 1 and 50% on December 1, a service fee of \$100 per student will be added to the total. For families who wish to pay 10% of the cumulative amount on the first of the month, June through March, a service fee of \$150 per student will be added to the total. All students in a family must be on the same payment schedule. St. Thomas More Catholic School is primarily funded by tuition paid by the parents and/or guardians of students. As such, families of students have a special obligation to make timely tuition payments. If for any reason a family needs to request a payment deferral, the school must be contacted in writing before the due date to determine whether an altered payment schedule or special arrangement can be accepted. Any altered payment schedules or accommodations will only be effective when confirmed in writing by STM Administration. Changes to a payment must be approved and processed at least 48 business hours prior to when the payment is to be drawn.

Office Use:

Preschool Tuition \$ _____

Preschool Fee \$ _____

Financial Aid Program- Verified Catholic families may apply for financial aid by processing a request through FACTS (FACTS Management Co.) Families will be given a total cost for all students. This total cost will represent the amount that the family must pay as any scholarships and parish financial aid will make up the difference from full tuition. Families who apply for this option will receive notification with their total combined tuition cost at least one month before their first payment is due.

___ I/We will pay the standard tuition. OR

___ I/We wish to apply for financial aid. I/We understand that the final number given to us will be a true out of pocket cost for our family and that any/all scholarships and financial aid will be used to cover the difference between standard tuition and our final cost.

Total combined tuition for all students (from the front page): A _____

Office Use: Final total out of pocket cost for all students: B _____

Total aid received from all sources: A-B _____

St. Thomas More Catholic School Refund Policy for Paid Tuition- Tuition will be refunded in full if St. Thomas More Catholic School receives written notice by JUNE 15th that a student will not attend the following school year. After June 15, refunds will only be granted in the event of a significant life event or hardship. In the case of a significant life event or hardship, a pro-rated refund of tuition, up to 90%, may be granted if approved in writing by the Director and Pastor. Requests for refunds must be submitted in writing to the Director immediately upon occurrence, or as soon as practically possible thereafter, and should be submitted prior to the effective date of withdrawal. It is within the Director's and Pastor's sole discretion as to whether a refund for a significant life event or hardship will be granted, and at what amount any refund will be given. The maximum refund provided after June 15 is 90% of the total amount charged. The maximum refund after July 15 is 80% of the total amount charged, and the total refund amount will be reduced an additional 10% for each month thereafter. Under no circumstances will a tuition refund include any registration, technology, Home & School, late payment, or testing fees, or any portion thereof. Registration, technology, Home & School, late payment, and testing fees are strictly NON-REFUNDABLE and do not apply toward tuition.

The effective date of student withdrawal shall be:

Thirty (30) days after St. Thomas More Catholic School receives written notification as required herein; OR

The last day of attendance, if the Director and Pastor approve such effective date; OR

On the date of expulsion if the student has been expelled.

If this Contract or any provision of this Contract shall come into dispute, and where St. Thomas More Catholic School is determined to be the prevailing party in any action to enforce this Contract, including recovery of any tuition charged, St. Thomas More Catholic School shall be entitled to recovery of its attorneys' fees and costs incurred, including any collection fees and interest at the rate of 9% per annum. *By signing below, the parent(s)/guardian(s) identified below agree to comply with the terms, conditions, and policies stated herein, understanding this is a legal, binding, and enforceable Contract between them and St. Thomas More Catholic School.*

All parents and/or guardians responsible for the student's financial support must sign below:

1. Parent/Guardian Signature: _____ Date: _____ Phone: _____

Relationship to Student(s): _____ Email: _____

___ Catholic ___ Non-Catholic Name of Church and/or Religious Affiliation: _____

2. Parent/Guardian Signature: _____ Date: _____ Phone: _____

Relationship to Student(s): _____ Email: _____

___ Catholic ___ Non-Catholic Name of Church and/or Religious Affiliation: _____

Office Use (2023-2024):

STM Pastor: Signature

Preschool Director: Signature

STM Director of Finance: Signature

Date

Date

Date